

*College of Physical Therapists of British Columbia*

**CPTBC**

**Annual Report 2010**

## **MANDATE**

It is the duty of the College of Physical Therapists of British Columbia at all times:

- (a) to serve and protect the public, and
- (b) to exercise its powers and discharge its responsibilities under all enactments in the public interest.

## **MISSION STATEMENT**

The College of Physical Therapists of British Columbia (CPTBC) is a not-for-profit, self-regulating professional health organization whose purpose is to serve and protect the public by ensuring that Physical Therapists provide safe, competent and ethical services.

## **VISION**

The CPTBC is an effective, efficient organization that is proactive in protecting the public and supporting physical therapists in attaining high standards of practice. The CPTBC's role is understood and valued by the public and registrants and it is respected for the integrity with which it protects the public interest.

The CPTBC fulfills its Mandate, Mission and Vision by:

- Establishing, monitoring and enforcing standards of physical therapy practice and professional ethics, policies, procedures and programs that are consistent, valid, accepted and responsive to health care needs;
- Responding to the public's need for information about the practice of physical therapy;
- Reinforcing physical therapists' awareness of their professional responsibilities and obligations;
- Being easily accessible through its optimal use of people, technology and resources and effective communication with stakeholders;
- Building partnerships;
- Undertaking evaluation of its process and services;
- Promoting research on professional regulation issues in collaboration with other organizations;
- Regulating members of the physical therapy service delivery team; and
- Ensuring that its governance model supports the mandate.

**College of Physical Therapists of British Columbia**  
**302 – 1765 West 8th Avenue, Vancouver, BC V6J 5C6**  
**Phone: (604) 730-9193**  
**Fax: (604) 730-9273**  
**[www.cptbc.org](http://www.cptbc.org)**

---

# COLLEGE OF PHYSICAL THERAPISTS OF BRITISH COLUMBIA

## 2010 ANNUAL REPORT

### TABLE OF CONTENTS

CHAIR'S REPORT .....	2
REGISTRAR'S REPORT .....	3
REGISTRATION COMMITTEE .....	4
QUALITY ASSURANCE COMMITTEE .....	4
QUALITY ASSURANCE PROGRAM .....	5
REGISTRANT ANNUAL SELF-REPORT SUB-COMMITTEE	
REGISTRANT COMPETENCE ASSESSMENT SUB-COMMITTEE	
COMMUNICATIONS WORKING GROUP	
STANDARDS OF PRACTICE SUB-COMMITTEE .....	6
ACUPUNCTURE CREDENTIALING SUB-COMMITTEE .....	7
PATIENT RELATIONS COMMITTEE .....	8
INQUIRY COMMITTEE .....	8
DISCIPLINE COMMITTEE .....	9
LEGISLATIVE COMMITTEE .....	9
FINANCE COMMITTEE .....	10
<b>FINANCIAL STATEMENTS</b>	
AUDITORS' REPORT .....	11
STATEMENT OF FINANCIAL POSITION .....	11
STATEMENT OF OPERATIONS AND NET ASSETS .....	12
STATEMENT OF CASH FLOWS .....	12
STATEMENT OF CHANGES IN NET ASSETS .....	13
NOTES TO THE FINANCIAL STATEMENTS .....	13

---

## BOARD OF DIRECTORS

Jason Giesbrecht,  
Chair & Registrant  
Annick de Gooyer,  
Vice Chair &  
Registrant  
Victor Brittain,  
Registrant  
(to April 2010)  
Wendy Carter,  
Public  
Representative  
(from November  
2010)  
Jane Gates,  
Registrant  
Tony Gui,  
Student  
Representative  
(from June 2010  
to August 2010)  
Anne Harris,  
Registrant (from  
April 2010)  
Michael Lam,  
Public  
Representative  
Manu Nijjar,  
Student  
Representative  
(to June 2010)  
Freeman Qu,  
Registrant  
Anne Scott,  
Registrant  
(to April 2010)  
Marilyn Tevington,  
Public  
Representative  
Jonathan Tom-Yew,  
Student  
Representative -  
MPT 2 (from  
September 2010)  
Daniel Wilson,  
Student  
Representative -  
MPT 1 (from  
September 2010)  
John Zimmer,  
Public  
Representative  
(to November  
2010)

## CHAIR'S REPORT

Dear Registrants,

Happy 2011! It is hard to believe that 2010 has slipped by so quickly and we are now well into 2011. At this time each year, it is helpful to look into the rear view mirror and reflect on the past year's activities and accomplishments before we charge forward into 2011.

2010 began at lightning speed as British Columbia hosted the Vancouver 2010 Olympic Games early in the year. It was an exciting time for Physical Therapists across the province. This pace was maintained through the winter and into the spring as CPTBC registered an all time high of 3386 Physical Therapists in the province of British Columbia. In the spring, CPTBC and PABC collaborated on a joint initiative that combined an education day with our Annual General Meetings. This was a highly successful event with nearly 300 Physical Therapists from across the province in attendance.

CPTBC's 14 committees were also very busy throughout the year. I would prefer to summarize the tremendous work of all our committees as I am quite sure that Physical Therapists across the province would be shocked at the numbers who volunteer their time, throughout the year, to contribute to the development and evolution of our profession. Unfortunately, due to space limitations, I can only reference a few. In 2010, the Standards of Practice Sub-committee published a handbook on *Consent to Treatment* that was incredibly well received by Physical Therapists as well as other Colleges throughout BC. The first phase of the Quality Assurance Program, the Annual Self Report, was successfully launched in 2010 with Physical Therapists completing this confidential online program prior to the 2011 registration process. In anticipation of 2012 registration, further work is being done on this system, to refine and improve the processes.

In 2010, the CPTBC Board of Directors experienced some changes in membership. We welcomed two new government appointed representatives, Marilyn Tevington and Wendy Carter, and said goodbye to long-time government appointed board member John Zimmer. Fortunately, John has agreed to an appointment as a public member to the Inquiry Committee. The Board also welcomed two new elected Physical Therapists, Phil Sweeney and Anne Harris. In November, the Board engaged in a strategic planning session that was designed to update the previous CPTBC strategic plan from 2002 and create a strategic direction for the next three years. We expect to have the finishing touches on this plan by spring 2012.

I would like to take this opportunity to extend a heartfelt thank you to all of our board members, committee volunteers, office staff, and our Registrar Brenda Hudson all of whom work tirelessly throughout the year to contribute to the success of the organization and the profession of Physical Therapy in British Columbia.

Best wishes to all in 2011!

Respectfully submitted,

**Jason Giebrecht,**  
Chair of the Board and Registrant

## REGISTRAR'S REPORT

The College is established as a corporation under the *Health Professions Act* to regulate the profession of Physical Therapy in British Columbia. The Board and the College Committees ensure that the mandate of the College, to regulate the profession and to protect the public, is met. The College staff support the Board and committees in fulfilling their mandate.

As I reflect back on the year I once again have to note that it has been an extremely busy year at the College. It is my pleasure to report on these activities.

The year started out with an increase in applications for courtesy registration as many of our colleagues from around the world came to Vancouver/Whistler to work at the 2010 Olympics.

As a result of the increase in tourists in Vancouver, and a lack of hotel accommodation, the Board, for the first time, had to relocate its February meeting to another city.

The Quality Assurance Program activities accelerated this year with the implementation of the first component of the program – the Annual Self Report. The online program was launched in late September and was a success. Many hours were ‘clocked’ by the committee volunteers, the consultants and Susan Paul, the College Practice Advisor, responsible for this program.

Congratulations to everyone involved for doing such a great job.

The 2011 online registration renewal process went smoothly this year following the change made in the program’s platform after the difficulties encountered in 2009 by several registrants. It is always a pleasure to hear from you during the renewal process.

The Canadian Alliance of Physiotherapy Regulators (The Alliance) was successful in receiving funds from the Federal Government (HRSDC) for projects related to the internationally educated Physical Therapist (IEP) and the Agreement on Internal Trade. Projects included 1) the feasibility of developing a PT/OT language specific test for internationally educated physical therapists, 2) the fifth (5th) review of The Alliance’s Credentialing Program, and 3) a review of the provincial/territorial registration categories. The Registrar, on behalf of the College, participated in these projects.

As the year comes to an end I would like to take this opportunity to thank the staff for their continued dedicated work during the past year. Many thanks to Ann Lo for her work with the Registration Committee and for assuming the position of Registrar during my absences; to Susan Paul for her work with the Patient Relations Committee, the Acupuncture Credentialing Sub-committee, the Standards of Practice Sub-committee and the Annual Self Report Sub-committee of the Quality Assurance Program; and to Olga Nestic for her work with the Quality Assurance Committee and the Registrant Competence Sub-committee of the Quality Assurance Program. Thanks to all the volunteers who have dedicated many hours of their time to assist in developing the College’s Quality Assurance Program and to the program consultants, Dr. Susan Glover Takahashi, Dr. Marla Nayer and Dr. Jody McIlroy for their guidance through the development of the program and Mary Clark, of Westprint Communications, for her guidance in writing our program communications in ‘plain English’.

The daily operations in the office are supported by three administrative assistants: Anna Gloria, Susan Fawcett and Dolores Connolly. Their hard work and commitment in supporting the Board and College Committees in their mandate as well as being available to respond to the needs of our registrants is greatly appreciated. Thanks to Cathy Larkin, New Leaf Bookkeeping for

### STAFF

#### Registrar

Brenda Hudson

#### Deputy Registrar

Ann Lo

#### Practice Advisor

Susan Paul

#### Quality Assurance Program

##### Coordinator

Olga Nestic

#### Administrative

##### Assistants

Dolores Connolly

Susan Fawcett

Anna Gloria

### NOMINATIONS COMMITTEE

Jane Cole,

Chair & Registrant

Victor Brittain,

Vice Chair &

Registrant

### ALLIANCE REPRESENTATIVE

Annick de Gooyer,

Registrant & Board

Member

### WCB LIAISON

Vacant

### ICBC LIAISON

Brenda Hudson,

Registrar

### JOINT INITIATIVES COMMITTEE

Marilyn Atkins,

Registrant

Susan Paul,

Practice Advisor

**REGISTRATION COMMITTEE**

Alison Greig,  
Chair & Registrant  
Patricia Lieblich,  
Vice Chair &  
Registrant  
Melissa Holland,  
Public  
Representative  
Michael Lam,  
Board Public  
Representative  
(from April 2009)  
Freeman Qu,  
Registrant &  
Board Member  
(from April 2010)  
Anne Scott,  
Registrant &  
Board Member  
(to April 2010)  
Registrant  
(from November  
2010)

**QUALITY ASSURANCE COMMITTEE**

Ann Fiddick,  
Chair & Public  
Representative  
Moya Stokes,  
Vice Chair &  
Registrant

keeping our financial records in order and to Angela Sartori, Morrow & Co, the College’s Auditors for producing our annual financial report.

Finally, many thanks to all Board and committee members who have given their time and enthusiasm to support the activities of the College. A special thanks to Jason Giesbrecht, Chair of the Board of Directors, for his leadership and support during the past year.

*Brenda Hudson*, Registrar

**REGISTRATION COMMITTEE**

The Registration Committee reviews applications for registration and makes decisions about registration matters in accordance with the *Health Professions Act* and the College’s Bylaws.

In March 2010, the Registration Committee met to review and revise the College’s registration policies to ensure they align with the recent legislative changes to the *Health Professions Act*. Of note, the committee recommended changes to the College’s registration categories, including the addition of emergency registration in the event of an emergency as declared by the provincial government, and the removal of the Limited Registration category.

The committee discussed safety considerations related to student registrants, including remote supervision models and clinical placements in community / home-care settings. As well, the committee drafted a policy requiring interim registrants to declare any conflict of interest with their supervisor on their application.

In 2010, the Registration Committee welcomed registrant Freeman Qu as a committee member and Patricia Lieblich was appointed to Vice Chair. Thank you to Anne Scott, whose term as Chair ended in 2010. Finally, the Chair would like to thank the committee members for their continued commitment and dedication.

**Physical Therapist Registrants as at December 31, 2010**

Full . . . . .	2945
Limited . . . . .	2
Interim . . . . .	110
Inactive . . . . .	279
Student . . . . .	149
Lapsed . . . . .	12
Retired . . . . .	22
Cancelled in good standing . . . . .	25
Cancelled - non payment of dues. . . . .	34

Respectfully submitted by *Alison Greig*, Chair

**QUALITY ASSURANCE COMMITTEE**

The Quality Assurance Committee is a statutory committee of the College and is responsible for overseeing the work of the Standards of Practice Sub-committee, the Acupuncture Credentialing Sub-committee and the Quality Assurance Program which include the following three components: the Registrant Competence Assessment Sub-committee, Annual Self Report Sub-committee and the Program Communication Working Group.

Feedback after the last AGM and throughout the year has been duly discussed and considered. Meetings were held both by teleconference and in person on January 14, April 29, June 29, June 18, September 22, and December 7 to help chart the road ahead. A special two-day workshop was held on October 27 and 28 with Dr. Susan Glover Takahashi, Dr. Marla Nayer and CPTBC staff to assist us to review and take stock of the issues and options around the Quality Assurance Program and its implementation. This was very helpful to all who attended.

The September launch of the Annual Self Report Pilot was well received by registrants.

Thanks to Olga Nestic, Susan Paul and their talented staff for the work they do all year long for the registrants and to keep me informed as chair.

Respectfully submitted by *Anne Fiddick*, Chair and Public Representative

## QUALITY ASSURANCE PROGRAM

The purpose of a Quality Assurance Program is to monitor and support the continued competence of Physical Therapists in B.C. Under the amended *Health Professional Act*, self-regulated health care professions have an obligation to the public to provide evidence that they have the capacity and competencies to provide quality care in their various practice contexts.

### Registrant Annual Self Report (ASR) Sub-committee

September 9, 2010 brought the launch of the online Annual Self Report and overall the launch went very well. The Annual Self Report is designed to support self monitoring and the provision of educational resources to enhance individual registrant continuing competence with a focus on physiotherapy legal, ethical, and professional responsibilities in B.C.

The Annual Self Report Sub-committee met three times this year, initially working on the draft to be used for the online Annual Self Report pre-pilot that was completed in April. During the June meeting, we reviewed the pre-pilot results and made recommendations for changes in preparation for the summer pilot and the September launch date. Special attention was made to ensure that the Annual Self Report quiz questions aligned with both the *Essential Competency Profile for Physiotherapist in Canada (2009)* and the College of Physical Therapists of BC Practice Standards. In our final meeting in September we reviewed the pilot results which showed data that supported the Annual Self Report launch with no further changes required.

It is the sub-committee's hope that the Annual Self Report tool will assist in raising awareness and providing education to physiotherapists in B.C. as part of the Quality Assurance Program.

Respectfully submitted by *David Troughton*, Chair

### Registrant Competence Assessment (RCA) Sub-committee

The Registrant Competence Assessment (RCA) Sub-committee is responsible for developing and implementing a tool that will assist registrants in demonstrating their competence in accordance with the requirement of the *Health Profession Act*.

In 2010, the RCA Sub-committee (made up of 10 team leaders) met twice to report on their Key Features Case writing progress. At the RCA Workshop, on September 30 (day 1) the team leaders provided update reports and learned how

Nancy Cho,  
Registrant  
Jane Gates,  
Registrant & Board  
Member  
Jason Giesbrecht,  
Registrant & Board  
Member  
David Troughton,  
Registrant

### REGISTRANT ANNUAL SELF REPORT SUB-COMMITTEE

Dave Troughton,  
Chair & Registrant  
Anne Harris,  
Vice Chair &  
Registrant  
Leanne Juras,  
Registrant  
Linda Li,  
Registrant  
Jonathan Russell,  
Registrant

### REGISTRANT COMPETENCE ASSESSMENT SUB-COMMITTEE

Nancy Cho,  
Chair & Registrant  
Kathy Petts,  
Vice Chair &  
Registrant

Cindy Ashton,  
Registrant  
Marcy Dayan,  
Registrant (to August  
2010)  
Margaret Harris,  
Registrant  
Megan Helgason,  
Registrant  
Janet Leung,  
Registrant  
Sue Murphy,  
Registrant (to  
February 2010)  
Angela Ozero,  
Registrant  
Clare Palmer,  
Registrant  
Heather Robertson,  
Registrant (from  
November 2010)  
Robin Roots,  
Registrant  
Brad Smiley,  
Registrant

#### **COMMUNICATIONS WORKING GROUP**

Christine Masson,  
Chair & Registrant  
Nancy Cho,  
Registrant  
Anne Scott,  
Registrant

#### **STANDARDS OF PRACTICE SUB- COMMITTEE**

Peter Goyert,  
Chair & Registrant

to do standard setting, using the Angoff Method. On October 1 (day 2) team leaders along with team members came together to review items and plan the work for the following year to fill gaps in the test blueprint.

For the past year, all teams have been using the secure Peer-to-Peer website to do their item writing and review activities. We have found this to greatly improve communication with our consultants, within teams, and among the teams. Due to attrition, one team has now folded and remaining members were successfully re-distributed to other teams.

The pilot test has been delayed and is now planned for 2012, with implementation planned for 2013. Registrants will be completing the RCA every six years.

The RCA Chair would like to thank our consultants Dr. Susan Glover Takahashi and Dr. Marla Nayer, all the team leaders, and team members for their dedicated work on the Registrant Competence Assessment development.

#### ***RCA 2010 Item Writing Team members:***

***Christine Acton, Dianne Aikman, Cindy Ashton, Margaret Bedard, Stacy Benmore, Linda Coleman, Graham Coleman, Raymond Collier, Krista Cunningham, Karen DaSilva, Marcy Dayan, Tanya Dunne, Norman Hanson, Margaret Harris, Megan Helgason, Dan Hewson, Fatima Inglis, Islay Kerr, Bernard Lee, Janet Leung, Lois Lochhead, Janet Lundie, Daniel MacLeod, Shannon Martens, Sue Murphy, Angela Ozero, Clare Palmer, Kathy Petts, Anne Rankin, Heather Robertson, Robin Roots, Sarah Rowe, Karen Sauve, Brad Smiley, Arlana Taylor and Lisa Werner***

Respectfully submitted by *Nancy Cho*, Chair

#### **Communications Working Group**

In 2010, the Quality Assurance Program Communications Working Group prepared a presentation for the AGM in April; an article for the spring edition of the College newsletter *Update*, and updated the Quality Assurance Fact Sheet and the Quality Assurance pages of the College website. The presentation at the AGM enabled 300 registrants to hear more about the Registrant Competence Assessment and the Annual Self Report, and provided participants with the opportunity to try sample assessment questions.

In 2010, the Quality Assurance Program Coordinator, Olga Nesic, gave twenty three (23) presentations about the Quality Assurance Program to approximately six hundred (600) Physical Therapists, both private and public, throughout the province, including the Lower Mainland, Vancouver Island, Prince George, Sechelt and the Kootenays.

Many thanks to the members of the working group for their dedication and hard work. Thank you to Mary Clark, our Communication Consultant for her valuable input and to Olga Nesic, the Quality Assurance Program Coordinator for all her assistance.

Respectfully submitted by *Christine Masson*, Chair

#### **STANDARDS OF PRACTICE SUB-COMMITTEE**

The Standards of Practice Sub-committee (SPS) welcomed three new members for 2010. The sub-committee had three meetings in 2010. The March meeting was by teleconference, while the June and September meeting were in-person meetings.

The sub-committee members reviewed the latest draft of Practice Standards No. 1 - Clinical Records. The consensus is that the clinical record should include more direction for registrants. One specific issue that was addressed related to the assignment of a physical therapy treatment program to a support worker. It was felt that the clinical record should include a requirement for documentation of ongoing communication and supervision. Re-drafting of the standard is ongoing.

The sub-committee members began a review of the current Practice Standard No. 2 - Electro-physical Agents and decided that despite the fact that other Colleges do not have a Standard on this topic that the CPTBC Standard should remain due to the potential for risk of harm with the use of electro-physical agents. Re-drafting of the standard will occur in 2011.

The sub-committee reviewed the request from the College of Massage Therapists of B.C., and assisted in drafting the letter of response which indicated that the College of Physical Therapists of B.C. does not have objections to them lobbying the Provincial Government to include low level light therapy (LLLT) in their scope of practice. Our comments were restricted to the necessity for ensuring competence of the user, and that their registrants have independent training rather than rely on the material supplied by the LLLT device manufacturer.

The sub-committee discussed the Ankle Brachial Index (ABI) testing method and decided that ABI testing is not currently within the scope of practice of a physical therapist in B.C. As scope evolves this could be re-visited.

The sub-committee drafted one article for the College newsletter, focused on the use of abbreviations.

I would like to thank Susan Paul, Practice Advisor, for her assistance in keeping the sub-committee running smoothly.

Respectfully submitted by *Peter Goyert*, Chair

## ACUPUNCTURE CREDENTIALING SUB-COMMITTEE

The Acupuncture Credentialing Sub-committee (ACS) reviews and adjudicates the dry needling credentials of nationally and internationally trained registrants who wish to practice acupuncture or intra muscular stimulation (IMS) techniques within the scope of practice of physical therapy. The sub-committee adheres to the College's Practice Standard No. 10 - Dry Needling for Physical Therapists and uses the College's Credentialing Policy 10.1 when it evaluates a registrant's educational qualifications.

The ACS met two times, by teleconference, in 2010. Two registrants applied for credentialing of their acupuncture qualifications in 2010. The first applicant's credentials did not initially meet the minimum requirements set out in Policy 10.1; however, upon receipt of further information on the applicant's practical exam, together with confirmation of successful completion of the theoretical exam, the applicant's credentials were approved. The second application similarly did not meet the minimum requirements of Policy 10.1 in the areas of course hours, practical examination, and instructor qualification. The applicant was accepted following the receipt of additional information that met the requirements of Policy 10.1.

The ACS was asked to review the new AFCI Level 1 course format. Following a clarification of on-site teaching hours the sub-committee agreed the course format

Arturo Pallares,  
Vice Chair &  
Registrant  
Joanna Bernat,  
Registrant  
Carla Kelsch,  
Registrant (from  
April 2010)  
Ross McKinnon,  
Registrant  
Paula Peres,  
Registrant

## ACUPUNCTURE CREDENTIALING SUB-COMMITTEE

David Moffitt,  
Chair & Registrant  
Shannon Sproule,  
Vice Chair &  
Registrant  
Darryl Caves,  
Registrant  
Marianne Schroeder,  
Public  
Representative

## PATIENT RELATIONS COMMITTEE

Jane Cole,  
Chair &  
Registrant  
Jane Gates,  
Registrant &  
Board Member  
Lori Hendry,  
Registrant (from  
September  
2010)  
Terry Mitchell,  
Public  
Representative  
Sophia Zhao,  
Registrant

## INQUIRY COMMITTEE

Victor Brittain  
Chair (from April  
2010) &  
Registrant  
Alison Leedham,  
Public  
Representative &  
Vice Chair (from  
April 2010)  
Wendy Carter,  
Board Public  
Representative  
(from November  
2010)  
Jennifer Flaman,  
Registrant (from  
June 2010)  
Lynda Lawrence,  
Registrant

of the newly named Certificate of Anatomical Acupuncture (AA1: Foundations of Anatomical Acupuncture, and AA2: Clinical Applications in Anatomical Acupuncture) was consistent with the minimum requirements set out in College Credentialing Policy 10.1.

The ACS will continue to review requests for credentialing of dry needling credentials, liaise with the Acupuncture Foundation of Canada and the Institute for the Study and Treatment of Pain, and monitor dry needling standards and requirements for Physical Therapists across Canada.

The sub-committee reminds applicants to review the Dry Needling Credentialing Policy 10.1 thoroughly before submitting an application for educational credentialing, with particular attention to the minimum hours requirement, together with the requirement for successful completion of a theoretical and practical examination.

Respectfully submitted by *David G. Moffitt*, Chair

## PATIENT RELATIONS COMMITTEE

The Patient Relations Committee met twice in 2010 – once by teleconference and once in person.

The committee drafted two articles, one on professional boundaries and the other on communication, which were published in the College newsletter *Update*.

The Practice Advisor is representing the College at the Health Regulatory Organization Patient Relations Group which is developing a repository of patient relations materials to share between Colleges. As an initiative of the Patient Relations Committee the Practice Advisor continues to present course material on professional boundaries and behavior to the UBC MPT students.

The committee began preliminary discussions in 2010 on the development of resource for registrants on the topic of ‘communication in the therapeutic relationship’. Work will begin on the development of this resource in 2011.

Respectfully submitted by *Jane Cole*, Chair

## INQUIRY COMMITTEE

The Inquiry Committee investigates written complaints about Physical Therapists and former Physical Therapists under the mandate of the *Health Professions Act*. The committee can also initiate an investigation on its own motion.

The committee met a total of nine times in 2010 of which three were teleconference meetings.

The committee has jurisdiction to consider complaints in regards to the following: contravention of the *Health Professions Act*, Physical Therapists Regulation and Bylaws, failure to comply with a limit or condition imposed on a registration, professional misconduct, competence to practice Physical Therapy, and physical and mental ailments and emotional disturbances or addictions to alcohol or drugs that impair a registrant or former registrant’s ability to practice Physical Therapy. In 2010, the committee investigated an array of cases as listed at the end of this report.

Under the *Health Professions Act*, a complainant may request the Health Professions Review Board to review a decision of the Inquiry Committee if the complainant is dissatisfied with the Inquiry Committee decision. There were three requests for review to the Health Professions Review Board in 2010.

I would like to take a moment to recognise and thank Robert Hofmann for his sterling service as Chair of the Inquiry Committee over the years. He will be most definitely missed. Robert served for 15 years and his dedication and expertise was greatly appreciated by all who worked with him. The team, that he molded, continues to represent our College in fulfilling the mandate of the *Health Professions Act (Act)*. Working within a legal framework, the committee continues to refine its procedures.

Also, please allow me to thank the committee members and College staff for all of their hard work. Without the dedication of the lay representatives, our fellow College members, the College staff and our legal counsel Mr. Anthony Tobin, we could not fulfill the duties laid out in the *Act*.

The following tables provide an overview of the committee’s activity in 2010:

	2008	2009	2010
<b>Outstanding complaints as of December 31</b>	<b>24</b>	<b>14</b>	<b>20</b>
<b>New complaints received in</b>		<b>27</b>	<b>28</b>
<b>Number of complaints closed</b>		<b>37</b>	<b>22</b>

The complaints received this year fall under the following categories:

**Standards Infractions**

- Competency . . . . . 10  
(not complying with established standards of practice causing injury)
- Advertising . . . . . 1
- Consent to Treat . . . . . 0
- Confidentiality . . . . . 0

**Professional Misconduct**

- Billing infractions. . . . . 2
- Failure to comply with *Act*, Regulations & Bylaws. . . . . 9
- Communication . . . . . 5
- Conduct Unbecoming . . . . . 1
- Noncompliance with the Criminal Record Check . . . . . 0

Respectfully submitted by **Victor Brittain**, Chair

**DISCIPLINE COMMITTEE**

The Discipline Committee is responsible for conducting hearings on matters referred by the Inquiry Committee for citation under section 37 of the *Health Professions Act*.

One case went to Hearing in 2010. This case involved a registrant who had health issues which called into question her ability to function competently as a physical therapist. As a result of the hearing the registrant’s registration to practice was limited, while her status remains compromised.

Respectfully submitted by **Bruce Clark**, Chair

**LEGISLATIVE COMMITTEE**

The Legislative Committee’s role is to review and recommend changes to the College’s Bylaws, and to review other legislation that impacts the practice of physical therapy. The bulk of the committee’s work in 2010 continued to be the revision of the Bylaws to ensure accordance with the *Health Professions Act*, and to be in keeping with the model Bylaws set out by the Ministry of Health.

Respectfully submitted by **Annick de Gooyer**, Chair

Robert Hofmann,  
Chair & Registrant (to  
April 2010)  
Gregory Noonan,  
Registrant  
Phil Sweeney,  
Registrant & Board  
Member (from April  
2010)  
Cheryl Thompson,  
Registrant (to February  
2010)  
John Zimmer,  
Board Public  
Representative (to  
November 2010)  
Public Representative  
(from November 2010)

**DISCIPLINE  
COMMITTEE**

Bruce Clark,  
Chair & Registrant  
Jane Calland,  
Registrant  
Robert Hofmann,  
Registrant (from April  
2010)  
Jerry Justesen, Jr.,  
Registrant  
Gillian Parker,  
Registrant  
Barbara Picton,  
Registrant  
Dr. Richard Primeau,  
Public Representative  
Richard Walker,  
Public Representative

**LEGISLATIVE  
COMMITTEE**

Annick de Gooyer,  
Chair, Registrant &  
Board Member  
Marilyn Atkins,  
Registrant (to April  
2010)  
Daniel Hewson,  
Registrant  
Marilyn Tevington,  
Board Public  
Representative (from  
November 2010)

**FINANCE  
COMMITTEE**

Gabriele Yoneda,  
Chair &  
Registrant  
Edwin Liu,  
Public  
Representative  
(from February  
2010)  
Freeman Qu,  
Registrant &  
Board Member

**PT SUPPORT  
WORKER  
PROJECT  
STEERING  
COMMITTEE**

Victor Brittain,  
Chair &  
Registrant  
Annick de  
Gooyer,  
Registrant &  
Board Member  
Annette Laurin,  
Registrant  
Margaret Warcup,  
Registrant

**FINANCE COMMITTEE**

The College's Finance Committee oversees the development of the College's annual budget and advises the Registrar about the financial management of the College's affairs. The committee met five times during the fiscal year, which ended November 30, 2010.

The College's audited financial statements for 2010 are contained in this Annual Report. The College has maintained a sound financial position. The Board has approved the budget for 2011.

Over the past year, the Finance Committee has continued to recommend an investment strategy that focuses on getting a maximum return on our assets while maintaining a high level of security. We continue to build our Reserve Financial Fund for our organization. We experienced a positive variance in 2010 primarily due to decreased activity by the Quality Assurance Program and through a delay in staff recruitment related to the Quality Assurance Program. As well, we did not initiate any new major projects. The plan will be to move a portion of our surplus into the College Reserve Fund. We plan to review the Staff Compensation package in 2011.

The Finance Committee continues to be very appreciative of the support received from the office staff, Dolores Connolly and especially from our College Registrar, Brenda Hudson.

Respectfully submitted by *Gabriele Yoneda*, Chair

## AUDITORS' REPORT

To the Directors of  
**COLLEGE OF PHYSICAL THERAPISTS OF BRITISH COLUMBIA**

We have audited the statement of financial position of the **College of Physical Therapists of British Columbia** as at **November 30, 2010** and the statements of operations, changes in net assets and cash flow for the year then ended. These financial statements are the responsibility of the College's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In our opinion, these financial statements present fairly, in all material respects, the financial position of the College as at **November 30, 2010** and the results of its operations and its cash flows for the year then ended in accordance with generally accepted accounting principles.

Morrow & Co.  
Certified General Accountants

Vancouver, B.C.  
January 28, 2011

## STATEMENT OF FINANCIAL POSITION

NOVEMBER 30, 2010	2010	2009
<b>ASSETS</b>		
Current		
Cash	\$ 495,638	\$ 394,607
Short-term investments (Note 3)	23,000	23,000
Accounts receivable	16,019	9,252
Prepaid expenses	<u>5,747</u>	<u>8,438</u>
	540,404	435,297
Reserve Fund (Note 4)	473,584	473,584
Capital Assets (Note 5)	<u>25,815</u>	<u>32,363</u>
	<u>\$1,039,803</u>	<u>\$ 941,244</u>
<b>LIABILITIES</b>		
Current		
Accounts payable and accrued liabilities	\$ 64,605	\$ 57,776
Due to government agencies	158	-
Deferred fee revenue	<u>98,118</u>	<u>93,285</u>
	<u>162,881</u>	<u>151,061</u>
<b>NET ASSETS</b>		
Net assets	<u>\$ 876,922</u>	<u>\$ 790,183</u>
	<u>\$1,039,803</u>	<u>\$ 941,244</u>

## STATEMENT OF OPERATIONS AND NET ASSETS

YEAR ENDED NOVEMBER 30, 2010	2010	2009
<b>REVENUE</b> (Note 6)	<u>\$1,158,341</u>	<u>\$ 1,103,423</u>
<b>EXPENSES</b>		
Salaries and wages	425,890	407,109
Quality assurance committee	144,528	83,011
Inquiry committee	94,442	99,301
Alliance dues	43,478	41,000
Rental	39,520	38,661
Committees and representatives	38,826	32,615
Professional fees	35,173	34,561
Interest and bank charges	34,393	17,722
Newsletter and guides	33,783	30,948
Board of Directors	33,742	13,362
Annual general meeting	31,741	27,155
Honoraria	26,950	16,850
Computer-related expenses	21,785	17,145
Office expenses	11,709	14,680
Telephone and telecommunications	10,016	8,827
Supplies	8,443	10,192
Personal development	7,461	3,501
Amortization of capital assets	7,144	10,011
Legislative	6,633	8,974
Insurance	5,742	5,664
Patient relations committee	3,927	217
Administration	3,180	6,136
Photocopier	3,096	3,168
Special projects	-	1,910
Amortization of intangible assets	-	23,242
	<u>1,071,602</u>	<u>955,962</u>
<b>EXCESS OF REVENUE OVER EXPENSES</b>	86,739	147,461
<b>NET ASSETS, BEGINNING OF YEAR</b>	<u>709,183</u>	<u>642,722</u>
<b>NET ASSETS, END OF YEAR</b>	<u>\$ 876,922</u>	<u>\$ 790,183</u>

## STATEMENT OF CASH FLOWS

YEAR ENDED NOVEMBER 30, 2010	2010	2009
<b>OPERATING ACTIVITIES</b>		
Excess of revenue over expenses	\$ 86,739	\$147,461
Items not involving cash:		
Amortization - capital assets	7,144	10,011
Amoritzation of intangible assets	-	23,242
	<u>93,883</u>	<u>180,714</u>
Changes in non-cash working capital:		
Accounts receivable	(6,767)	(4,253)
Prepaid expenses	2,691	(2,576)
Accounts payable and accrued liabilities	6,829	28,117
Due to government agencies	158	-
Deferred fee revenue	4,833	5,288
	<u>7,744</u>	<u>26,576</u>
	<u>101,627</u>	<u>207,290</u>
<b>INVESTING ACTIVITIES</b>		
Acquisition of capital assets	(596)	(1,216)
<b>INCREASE IN CASH</b>	101,031	206,074
<b>CASH AND CASH EQUIVALENTS, BEGINNING OF YEAR</b>	<u>\$ 891,191</u>	<u>\$ 685,117</u>
<b>CASH AND CASH EQUIVALENTS, END OF YEAR</b>	<u>\$ 992,222</u>	<u>\$ 891,191</u>
<b>CASH AND CASH EQUIVALENTS consists of:</b>		
Cash	\$ 495,638	\$ 394,607
Short-term investments	23,000	23,000
Reserve fund	473,584	473,584
	<u>\$ 992,222</u>	<u>\$ 891,191</u>

## STATEMENT OF CHANGES IN NET ASSETS

YEAR ENDED NOVEMBER 30, 2010

	Invested in Capital Assets	Reserve Fund	Unrestricted	2010 Total	2009 Total
Balance, beginning of year	\$ 32,363	\$ 473,584	\$ 284,236	\$ 790,183	\$ 642,722
Excess of revenue over expenses	(7,144)	–	93,883	86,739	147,461
Investment in capital assets	596	–	(596)	–	–
Balance, end of year	<u>\$ 25,815</u>	<u>\$473,584</u>	<u>\$ 377,523</u>	<u>\$ 876,922</u>	<u>\$ 790,183</u>

## NOTES TO THE FINANCIAL STATEMENTS

NOVEMBER 30, 2010

### 1. PURPOSE OF THE ORGANIZATION

The mandate of the College of Physical Therapists of B.C. is to serve and protect the public by establishing, monitoring and enforcing standards of physical therapy practice and professional ethics, responding to the public's need for information about the practice of physical therapy and reinforcing physical therapists' awareness of their professional responsibilities and obligations. The College of Physical Therapists of B.C. is established by regulation under the *Health Professions Act*. It is exempt as a non-profit organization from paying income taxes in accordance with Section 149 (1) (l) of the Income Tax Act.

### 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

#### a) Revenue Recognition

The College follows the deferral method of accounting of contributions. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection reasonably assured. There were no restricted or endowment contributions.

Application and registration fees are recognized as revenue in the period to which they relate. Unexpired fees at the year end are included in deferred fee revenue.

#### b) Capital Assets

Capital Assets are recorded at cost. Amortization is provided annually at rates calculated to write-off the assets over their estimated useful lives as follows, except in the year of acquisition when one half of the rate is used:

Computer equipment	30% declining balance method
Furniture and equipment	20% declining balance method
Leasehold improvements	20% straight-line method

#### c) Long-lived Assets

Long-lived assets are tested for recoverability annually or whenever events or changes in circumstances indicate that their carrying values may not be recoverable. An impairment loss is recognized when the carrying amount exceeds the total undiscounted cash flows expected from their use and eventual disposition. The amount of the impairment loss is determined as the excess of the carrying amount of the asset over its fair value. To November 30, 2010, no impairment losses have been recorded.

#### d) Use of Estimates

The preparation of the financial statements in conformity with Canadian generally accepted accounting principles requires that management make estimates and assumptions about future events that affect the reported amounts of assets, liabilities, revenues and expenses as at the end of or during the reported period. Management believes that the estimates used are reasonable and prudent, however, actual results could differ for those estimates. Significant areas requiring the use of management estimates relate to the determination of the useful lives of assets for amortization, recognition of deferred revenue, and the amounts recorded as accrued liabilities.

### 3. SHORT TERM INVESTMENTS

Short term investments are held with the Bank of Montreal for security purposes for the College's credit card.

4. RESERVE FUND

In 2007 the College’s board of directors established a Reserve Fund by internally restricting \$405,000 of cash and net assets. This fund is to be used for risk management and special projects as determined by the board of directors. This internally restricted fund is not available for other purposes without the approval of the board of directors. For the year ended November 30, 2010 the board approved a cash transfer of \$70,000 (2009: \$68,584) to the Reserve Fund.

5. CAPITAL ASSETS

	<i>Cost</i>	<i>Amortization</i>	<i>Net 2010</i>	<i>Net 2009</i>
Furniture and equipment	\$ 52,236	\$ 42,547	\$ 9,689	\$ 12,111
Computer equipment	34,744	27,776	6,968	8,805
Leasehold improvements	<u>36,710</u>	<u>27,552</u>	<u>9,158</u>	<u>11,447</u>
	<u>\$123,690</u>	<u>\$ 97,875</u>	<u>\$ 25,815</u>	<u>\$ 32,363</u>

6 REVENUE

	<i>2010</i>	<i>2009</i>
Registration fees	\$ 1,079,303	\$ 1,026,141
Application fees	41,124	36,765
Interest Income	11,209	10,807
Permit fees	15,600	14,500
Cost recovery / fines	5,505	11,420
Corporation fees	4,100	3,650
Reference guide sales	-	40
Other income	<u>1,500</u>	<u>100</u>
	<u>\$ 1,158,341</u>	<u>\$ 1,103,423</u>

7 COMMITMENTS

The College’s premises are leased under an operating lease with the term ending March 31, 2012. In addition to basic rent, the College is required to pay a portion of certain operating costs and property taxes. The College has also entered into a long-term term lease for office equipment and service contracts. The lease commitments are as follows:

2011.....	\$ 38,492
2012.....	\$ 11,631

8. FINANCIAL INSTRUMENTS

The College’s financial instruments consist of cash, short term investments, accounts receivable and accounts payable and accrued liabilities. It is management’s opinion that the College is not exposed to significant interest rate, liquidity or credit risk arising from these financial instruments. The fair value of these financial instruments approximate their carrying value.

9. CAPITAL MANAGEMENT

The College is exposed to internal and external capital management objectives and requirements. Management acts to ensure that the College complies with these requirements and is not aware of any violations which would result in any third party taking any actions against the College.